

**WNYRIC Advisory Council Meeting**  
**March 19, 2015 – 12:00 p.m. - 4:00 p.m.**  
**Erie 1 BOCES, 355 Harlem Road, West Seneca Room A2**  
**DL Sites Erie 2 LoGuidice Room 1, CA Olean DL Room, ON DL Room at Tech Center, GST Hornell HS DL Room**

**Attendees:**

Anthony Day/Sweet Home CSD (Superintendent)	Barb Mocarski /E1B/WNYRIC (Executive Director)
Brian Russ/East Aurora USFD (Superintendent)	Carol Barber/E1B (Deputy Supt./COO)
Christopher Smith/Bath CSD (Technology Coordinator)	David O'Rourke/E2CC BOCES (District Supt)
Danielle O'Connor/Frewsburg CSD (Supt.)	Don Skotnicki/E1B (Supervisor Inst.Tech)
Eric Lawton/West Valley CSD (Supt)	Glenn Niles/Arkport CSD (Superintendent)
Greg Woytila/North Tonawanda City (Supt.)	Jan Mathis/WNYRIC (Associate
Jill Holbrook/WNYRIC (Assoc. Dir./Infrastructure)	Jennifer Lilly/WNYRIC (CSR)
John Montesanti/Wilson CSD (Bus. Admin)	Jim Fregelette/E1B (Exec. Dir. Finance & Inf. Systems)
Julianna Sciolino/WNYRIC (Assoc. Director)	John O'Connor/E2CC (Asst. Supt. Mgmt Services)
Lynda Quick/CA BOCES (District Superintendent)	Karen Cuddy-Miller/Grand Island CSD (Asst. Supt. of Curr & Inst.
Maureen Donahue/Southwestern CSD (Superintendent) – Chair	Maria Sommerfeldt/Depew UFSD(Dist. Tech Coord.)
Mike Graf/CA BOCES (Tech Director)	Maureen Taylor/WNYRIC (CSR)
Mike Watson/Allegany Limestone CSD (Bus.Off.)	Mike Pavlock /Scio CSD (Tech. Coord)
Patricia Hartigan/ON BOCES (Business Official)	Patrick Flaitz/Hornell City (Business Manager)
Tim Clarke/CA BOCES (Professional Development)	Tim Cox/CA BOCES (Director, Instructional Support Services)

**Absent :** Bob Spino/E2CC BOCES (Assoc.Director. Tech & Inst.), Clark Godshall/ON BOCES (District Supt),James Frame/GST BOCES (District Supt),Jason Smith/Lyndonville CSD (Superintendent) Jean Rexford/WNYRIC (CSR) Joe Steinmetz/ON BOCES (Asst. Superintendent)Michelle Okal-Frink/WNYRIC (Assoc.Director), Margaret Munson/GST BOCES (Asst. Superintendent),Mary Beth Genovese-Scullion/Tonawanda City (Asst. Supt of Curr. & Instruction), Paul Cone/Canisteo-Greenwood/Technology Coordinator,Tim Mains/Jamestown City (Superintendent), Taweepon Sminiski/Akron CSD (Associate Director of Special Education & Education Services, Rich Calkins/Alfred Almond CSD (Superintendent)

**1. Administrative Items:**

- **Call to order**
  - Advisory Council meeting was called to order at 12:55 p.m. by Maureen Donahue.
  - Maureen thanked Barb for all her work
- **Maureen Donahue - Roll call**
  - Introductions were made by region.
- **Minutes of December 17, 2014**
  - Maureen asked if there were any questions/corrections regarding the minutes of December 17, 2014 and there were none. Danielle O'Connor made the motion to accept the meeting

minutes; David O'Rourke seconded the motion. The minutes were unanimously accepted (20 yes/0 no).

- **Approval of March 19, 2015 agenda**

- Maureen asked if there were any questions/corrections/additions regarding the agenda for March 19, 2015 and there were none. The agenda was accepted.

## 2. Reoccurring Topics:

- **Broadband and Effectiveness of Network – Jim Fregelette & Ron Ternowski**

- Update – Contract is still moving forward. Time Warner would like to start contract on July 1<sup>st</sup>.
- This contract will be at least a 5 year contract.
- The contract does allow districts to either quit or join the contract.
- Broadband letter was sent to districts – All letters have been returned.

- **Presentation – Usage reports – Solarwinds Report Guidance Document – Ron Ternowski**

This document is designed to provide guidance when reading the Solarwinds report pertaining to the broadband utilization of individual school districts. This report is for the average amount of bandwidth used by a district in a **30 consecutive day** window of time (including weekends) from **7:00 AM to 4:00 PM**.

Kbps stands for "kilobits per second,"

Mbps stands for "megabits per second."

One megabit is equal to 1024 kilobits.

For the purposes of this report we are going to use 1,000 kilobits instead of 1,024 so converting units of measure is easier.

1000 kilobits = 1 megabit = 0.001 gigabit

- Average Traffic Rate Reports for the last 30 days will be sent out to districts/BOCES of Advisory Council
- Each Superintendent then will receive their reports
- Tech Coordinators will be trained on how to run and analyze the reports
- If approaching 1GB throughput on a daily basis, districts would need to start conversations with their WAN Senior on developing a plan to upgrade their infrastructure to address the growth in usage

- **Smart Schools Bond Act –**

- Update – Talks are still happening between SED and the governor's office
- Draft document should be out any day.
- Funds never expired
- Money cannot be used for PD
- Tech Plan is required. Community input is required

- **Education Law 2D –**

- No new updates at this time

- **Erate**

- Presentation by Sue Melancon  
Extension is only for application. Category 2 services schools will have a budget of \$150/student per school to be used over the next 5 years for internal networking. All districts should plan on upgrading their networks. Voice services will be phased out of the E-rate program for all school districts over the next three and four years. Broadband and Internet through the WNYRIC are secure and will not be altered.

- **PARCC pilot**

- Cuba Rushford was the only school in area to be selected
- They selected 59 students-13 with IEP and/or 504 plans.
- Used iPads with no keyboards
- Pearson Tech Support was not helpful

### 3. New Business:

- **Current 2014-2015 793 Plan Highlights--Associate Directors highlighted the following:**

- Continue to implement Disaster Recovery Initiatives for our Tier 1 applications and continue to Tier 2 based on time of recovery. Initial planning meetings with SUNY ITEC are taking place for July 2015 implementations.
- Investigate and test emerging operating systems for legacy and mobile devices. Microsoft Windows 10 is being researched and evaluated.
- Utilize centralized End Point Device Management Solutions to reduce “sneakernet” and optimize instruction. There are 24 districts who are participating in the Lifecycle service. Lifecycle Team are creating and testing a standardized “Golden Image” for endpoint deployment to improve uniform software distribution and overall efficiency for managed IT district devices.
- Investigate private and public cloud solutions. On site informational meetings regarding o365 and Google integration are being held monthly. Discussion includes device options and CBT considerations. WNYRIC application and support staff will be attending online o365 training sessions beginning April 2015.
- Research and support new data collection requirements. Data Warehouse team created a report that can assist in collecting/bringing together data for US Civil Rights reporting requirements.

- **2014 – 2015 Statewide RIC Goals update – Rosanne Huffcut**

- Michelle Okal-Frink negotiates these contracts. Any data privacy language necessary will be included in renewals or any new contracts as applicable. The 15-16 contracts for instructional software under CSLO, with new privacy language, were sent to all vendors with a May 1<sup>st</sup> discussion deadline. All to be signed prior to July 1.
- The NYS model schools facilitator training for the new technology plan survey tool is taking place March 10<sup>th</sup>. The certifier training for RIC Staff is taking place March 13<sup>th</sup>. Districts will be provided with the timeline from the NYS Dept of Education.
- Common Data View committee has decided on the same terminology to use on reports for the 3-8 assessments. This will be the first step in making the same reports available to all districts across the state.

- **Standards Committee Minutes and Resolutions (Jill Holbrook):**

- There were 2 recommendations from the WNYRIC Standards Committee meeting held on February 11, 2015 for WNYRIC Advisory Council action:
- Motion 1: Ron LaVere made a motion to add to JAMF Casper Suite to category 18. End Point Management  
Seconded by Rob Morgan  
Vote results: 12 yes/0 no (unanimous)
- Motion 2: Ron LaVere made a motion to make indicated changes to below referenced categories:
  - 1. Computers – Nexlink-Seneca Data
    - a. Add NNI
  - 17. Tablet Devices – (tabled for next meeting)Seconded by Rob Morgan  
Vote results: 12 yes/0 no (unanimous)

Motion to approve the (2) recommendations was motioned by Karen Cuddy-Miller and seconded by Maria Sommerfeldt. The motion carried unanimously (yes 20/ 0 no/ 0 abstain)

**Informational update:**

- **Technology Survey Tool update – Barb Mocarski (Michelle Okal-Frink)**

- Facilitator turnkey training and Certified Reviewer turnkey training is being provided by SED for RIC and Model Schools personnel. Model School trainers from each region have been trained on the facilitation and will have the opportunity to work with districts as appropriate to assist in the support of the technology plan development. Districts will provide the completed survey to their RIC reviewer for certification prior to submission to SED. SED will provide timelines and guidance to districts in the coming weeks. Michelle will schedule an orientation for districts in late April after the information has been provided. The portal is expected to go live with the survey in mid to late April. The Model Schools Facilitators in your region are as follows:
  - a. Rick Weinberg and Lauren Stuff - CA
  - b. Theresa Gray and Marcy Sweetman - ERIE 2
  - c. Sean Christopher and Rob Miller - ERIE 1 & ON BOCES
  - d. Linda Perry & Matt Middlebrook – GST

- **My Big Campus – Julianna Sciolino**

- Lightspeed has decided to transition My Big Campus from a learning management system to a new teacher dashboard with a campus library. Currently we do not have all the details.
- A planning meeting with Lightspeed is being setup to discuss the transition and the steps that our districts will be required to perform in order to preserve their instructional tools and information.

- **PowerSchool – Rosanne Huffcut**

- Pearson is selling PowerSchool and have communicated our continued support of the product to the districts. We will continue to communicate with the districts as we learn more
- Schoolwires entered into an agreement to be acquired by Blackboard, Inc. Blackboard plans to offer Schoolwires' powerful technologies and services across its customer base.

- **2015-2018 793 Plan** – Plan was approved by members electronically and sent to SED;
  - 24 Approved
  - 0 Not Approved
  - 1 Abstain
  - 4 No vote
- **2015-16 - Face to face vs DL** - The fall meeting will be face-to-face, the remaining three meetings there will be a room at Erie 1 for anyone that would like to come there and DL options for the remaining regions.
- **Suggested Dates:** September 24, 2015, December 17, 2015, March 17, 2016, May 27, 2016.

**Other Business:**

- Maureen asked those in charge of their membership to please review and advise at the May meeting if any changes will be made.
- Maureen Donahue announced that she will be stepping down from the position of Chairperson for next year.

**Round table with each region-** Maureen asked if there were any questions/issues from each area:

- GST – None
- CA – None
- ON – None
- Erie 1 - None
- Erie 2 – Danielle O'Connor – Frewsburg questioned the Coupon system for Security Cameras Jan Mathis told her that we are keeping a close eye on the cost. Danielle was concerned that she is putting in enough money into her budget. Jan will set up a meeting to discuss the age of her cameras

**Next Meeting Date:**

Friday May 29, 2015 Face to Face will be at Southern Tier West – Salamanca – DL Locations will be available.

Adjourned at 2:15 pm

Respectfully submitted  
Pat Hochadel